

Supervisory Performance Audit Maintenance Services

Employee:	Building:	Date:
Rated by:	Floor area:	Follow up date:

Item	Task	Rating Scale					Points	Comments
		<i>Unsatisfactory</i>	<i>Needs Improvement</i>	<i>Meet Expectations</i>	<i>Exceeds Expectations</i>	<i>Very Good</i>		
		1	2	3	4	5		
1	Completed all work as requested							
2	Work, once started, is completed promptly							
3	Work area was left clean							
4	Others?							
5								
6								
	Total Items	Total Points						
		Total Points divided by Total Items = Total Score						

Doc: FMD Supervisory Inspection